Identify key questions you might use in your collaborative conversation.

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| **Key Areas** | **Observation Notes** |
| * Purpose of the Coachin Conversation | * Go over guidelines and how we are going about staff reduction during budget shortfall and crisis. |
| * ***O****bjective Questions* * The “what” * Invitation to the conversation | * . What is the dollar amount we need to cut to balance the budget and make up for the mandated state 10% cut in the middle of the school year.?   How soon do we need to make the staff reduction cuts ? |
| * *Reflective Questions* * The “what about the what” * Emotional | How do we keep these cuts as far away from kids as possible ?  How do you think the reaction from staff members will be ?  How will special education be effected by associate cuts ? |
| * ***I****nterpretive Questions* * The “so what” * Brainstorming | * What are other cuts we can make away from the classroom and staff cuts ? * What do you think offering early retirement would do in future planning of staff cuts? |
| * ***D****ecisional Questions* * The “now what” * Identifies specifics “next steps” to be taken | What will you do in the future to help avoid running into the budget crisis we are in and the need for staff reductions ?  What will you do to help the district get through the staff cuts ?  What goals have set for yourself to try keep staff morale positive ? |
| * *Based on the Decision, what are the responsibilities of the administrator?* | Identify the staff members that are to be reduced by terms of the master contract.  Try to entice experienced staff with an early retirement package.  Make sure to make the cuts deep enough so we are coming back to this again in the near future. |
| * *Based on the Decision, what are my responsibilities?* | * Give full explanation to staff members on the financial status of the district now and where we need to be in the future. * Assign new duties to associates and staff members that will be retained by the district. |

**Reflection on the Collaborative Conversation**

**Name: Mitch Osborn**

**Date: 12/9/09**

**Reflect on the collaborative conversation you completed with the administrator:**

**What impact did planning for the conversation, including the development of the ORID questions, have on the coaching conference itself?**

**It helped out tremendously to be prepared to probe and get answers that the administrator can reflect on.**

**It also helped to establish objective, reflective, interpretive and decisional questions that needed to be asked.**

**What was most challenging for you during the conversation? Most pleasing?**

**To come up follow up questions and to actually discuss the budget cuts where people are losing jobs. It was real.**

**Felt we came up with good ideas to help get where we need to be.**

**What might be some things you would do differently/the same in your next conversation?**

**Have some follow up questions ready in case I need to probe deeper. I thought using the ORID really helped in developing my basis for questioning.**

**What techniques will you specifically address in your next coaching conversation?**

**Really work harder on Interpretive and Decisional questions so we can brainstorm and come up with solutions. Really want to have options and lay out expectations for improvement in the future.**

